

STATE OF NEW JERSEY  
DEPARTMENT OF CHILDREN AND FAMILIES  
**OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT**

<b>Center Name:</b> BOYS & GIRLS CLUBS OF HUDSON COUNTY OF HOBOKEN	<b>Center ID#:</b> 09BOY0002	<b>County:</b> Hudson
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<b>Address:</b> 123 JEFFERSON STREET	<b>City:</b> HOBOKEN	<b>Zip Code:</b> 07030	<b>Email:</b>
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<b>Phone:</b> 201.963.6443	<b>Fax:</b>	<b>Initial Inspection:</b> 10/15/2014	<b>License Status:</b> R: 2.24.2016
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Due Date(s):*	11/15/2014	1/30/2015	3/10/2015	4/10/2015	5/28/2015	8/10/2015
Date(s) Reinspection:	1/15/2015	2/23/2015	3/10/2015	4/28/2015 PC	7/10/2015	8/28/2015 PC
Due Date(s):*	9/28/2015	11/6/2015				
Date(s) Reinspection:	10/6/2015	12/7/2015				
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**Center is in compliance with requirements as of:** Transfer *\*Reinspection occurs on or soon after due date*

TRANSFERRED FROM REPORT DATED 2.6.2013; PHONE CALL 1.16.2015; PHONE CALL 2.23.2015; PHONE CALL 3.10.2015; PHONE CALL 4.28.2015; 2015

MONITORING 7.10.2015 Closed for summer.

Renewal ☒ Initial ☐ Monitor ☒ Increase ☐ Age Change ☐ Relocation ☐ New Sponsor ☐ Space Evaluation ☐ Complaint # ☐

<b>Date Cited</b> M/D/Year	<b>Date Abated</b> M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):
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**Supervision, Staff/Child Ratios & Space**

		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on any field trip, outing, or special event away from the center regardless of transportation; or with more than 12 school-age children on walks.
		<input type="checkbox"/> 2. Ensure that children are supervised by a staff member at all times, including at off-site locations.

Notes:

		<input type="checkbox"/> 3. Develop and implement a method to keep track of all children, including at off-site locations.
		<input type="checkbox"/> 4. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.

Notes:

		<input type="checkbox"/> 5. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age
		<input type="checkbox"/> 6. Assign a primary caregiver for group of 4 infants and 6 toddlers.
		<input type="checkbox"/> 7. Post the center's license in a prominent location in each building.
		<input type="checkbox"/> 8. Operate within the center's licensed capacity and within each room's capacity.

Notes:

		<input type="checkbox"/> 9. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.
7/10/2015	10/6/2015	<input checked="" type="checkbox"/> 10. Ensure the children's health, safety and well-being.

Notes:

**Activities & Discipline**

*Note: If number is checked, see attachment page(s) for clarification.*

		<input type="checkbox"/> 11. Provide a sufficient variety of age-appropriate activities.
		<input type="checkbox"/> 12. Provide age-appropriate time frames for each activity.
		<input type="checkbox"/> 13. Provide enough supplies, furniture and equipment for the required activities.
		<input type="checkbox"/> 14. Provide daily structured and unstructured indoor and outdoor energetic physical activity that promotes coordination and movement skills: 30 minutes for children in care less than 4 hours; 60 minutes for children in care more than 4 hours. Avoid inactivity for more than 30 minutes unless eating or sleeping.
7/10/2015	10/6/2015	<input type="checkbox"/> 15. Develop policies/plans for use of TV/computer/video by children: under 2 years; over 2 years; with special needs; in care less than 4 hours; in care more than 4 hours.
		<input type="checkbox"/> 16. Ensure use of TV/computer/video is educational/instructional and age/developmentally appropriate, and not used as a substitute for planned activities or for passive viewing.
		<input type="checkbox"/> 17. Significantly limit the use of TV/computer/video for children under the age of 2.
		<input type="checkbox"/> 18. Use positive methods of guidance and discipline consistent with children's age and developmental needs: prohibit corporal and/or emotional punishment.

Notes:

		<input type="checkbox"/> 19. Ensure staff do not withhold active play times as a means of discipline unless a child's actions or behavior present a danger to themselves or others.
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**Nutrition & Rest**

		<input type="checkbox"/> 20. Provide nutritious food and beverages that comply with the manual/CACFP standards including a variety of fruits and vegetables and a high portion of whole grains; limit foods high in solid fats, added sugar, trans fats, and sodium. (Refer to CACFP standards at ( <a href="http://www.fus.usda.gov/cnd/care/childcare.htm">www.fus.usda.gov/cnd/care/childcare.htm</a> ))
		<input type="checkbox"/> 21. Provide cribs that meet CPSC standards and maintain documentation on file.
		<input type="checkbox"/> 22. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
		<input type="checkbox"/> 23. Ensure children 12 months and younger are initially placed in a face-up sleeping position unless indicated in writing by child's health care provider.

**Administration & Parent Involvement**

		<input type="checkbox"/> 24. Designate someone in the center to carry out the director's responsibilities when the director is absent.
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**Program Records**

7/10/2015	10/6/2015	<input type="checkbox"/> 25. Complete and maintain at the center the staff records checklist.
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Notes: UPDATE

7/10/2015	10/6/2015	<input type="checkbox"/> 26. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
		<input type="checkbox"/> 27. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor/sponsor representative and all regularly scheduled staff.
7/10/2015	10/6/2015	<input checked="" type="checkbox"/> 28. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor.

Notes:

7/10/2015	10/6/2015	<input type="checkbox"/> 29. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures including evacuation and lock down.
7/10/2015	10/6/2015	<input type="checkbox"/> 30. Ensure that all full-time staff complete 10 hours annual training with 2 hours in each of the following core areas: child growth and development; positive guidance and discipline; health and safety.
7/10/2015	10/6/2015	<input checked="" type="checkbox"/> 31. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours of annual training in 1 or more of the following: professional development approved by Professional Impact New Jersey or the National Child Care Association, or equivalent staff development in three or more of nine specific management areas including physical activity, special needs programming, & ADA guidelines.
2/6/2013	10/6/2015	<input checked="" type="checkbox"/> 32. Ensure that 2 staff members who have current certified basic knowledge of first aid principles and CPR are at the center at all times when enrolled children are present.
		<input type="checkbox"/> 33. Review, at least annually, a list from the Consumer Product Safety Commission (CPSC) regarding unsafe products and provide staff and parents with CPSC website <a href="http://www.cpsc.gov/cpscpub/prerel/prerel.html">www.cpsc.gov/cpscpub/prerel/prerel.html</a>

**Sanitation & Diapering**

		<input type="checkbox"/> 34. Wash and disinfect: toilet training chairs and potty seats after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 35. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change; and as needed.
		<input type="checkbox"/> 36. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions; and as needed.

**Health & Fire Safety**

		<input type="checkbox"/> 37. Obtain and maintain on file a current health certificate.
7/10/2015	10/6/2015	<input checked="" type="checkbox"/> 38. Obtain and maintain on file a current fire certificate.
7/10/2015	10/6/2015	<input type="checkbox"/> 39. Conduct and document monthly fire drills during each session provided at the center and evacuate all children within 3 minutes.
		<input type="checkbox"/> 40. Ensure the center's fire protective systems are operative at all times.
7/10/2015	12/7/2015	<input checked="" type="checkbox"/> 41. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
7/10/2015	7/10/2015	<input checked="" type="checkbox"/> 42. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes:

		<input type="checkbox"/> 43. Ensure that illuminated exit signs and emergency lighting are operable at all times.
		<input type="checkbox"/> 44. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 45. Remove excess storage and/or combustibles from the furnace room.

**Bathroom & Kitchen Facilities**

		<input type="checkbox"/> 46. Ensure all toxic substances and medications are inaccessible to children.
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Notes:

**Building Maintenance**

7/10/2015	10/6/2015	<input checked="" type="checkbox"/> 47. Keep all surfaces clean and in good repair.
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Notes:

		<input type="checkbox"/> 48. Provide 1 of the 4 monitoring options listed in the manual.
7/10/2015	12/7/2015	<input checked="" type="checkbox"/> 49. Repair and/or paint surfaces in specified areas:

Notes:

7/10/2015	10/6/2015	<input checked="" type="checkbox"/> 50. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.
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Notes:

**Outdoor Play Area, Equipment and Maintenance**

		<input type="checkbox"/> 51. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 52. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 53. Take necessary action to remove outdoor hazards.

Notes:

**ALERT:** Effective 8/6/14, stackable cribs are prohibited.

☒ See attached Transportation Inspection/Violation page.

Inspector(s) Name(s)

LIZETTE VAZQUEZ 10.15.2014

### Transportation

		<input type="checkbox"/> 54. Maintain transportation records at the center: record of each child transported; copy of driver(s) license(s); name, address and vehicle assignment for additional adult(s) on vehicle(s); copy of insurance, registration, inspection and maintenance records for each vehicle; record of semi-annual emergency evacuation drills for all school bus passengers; written parental authorization.
		<input type="checkbox"/> 55. Ensure that the driver of a school bus conducts 2 emergency evacuation drills annually.
		<input type="checkbox"/> 56. Ensure that each driver of a Type I or Type II School Bus possesses a valid Commercial Driver License (CDL) in at least a Class B or Class C, with a passenger endorsement.
		<input type="checkbox"/> 57. Ensure that each driver of a Type II School Vehicle possesses a valid CDL in at least a class C, with a passenger endorsement.
		<input type="checkbox"/> 58. Ensure that each school bus or school vehicle is equipped with either "S1" or "S2" plates, as applicable, and meets all applicable provisions as specified in the Manual.
		<input type="checkbox"/> 59. Ensure that each vehicle used to transport children has a valid inspection sticker issued by the Motor Vehicle Commission (MVC).
		<input type="checkbox"/> 60. Ensure that each vehicle used to provide transportation of enrolled children to and from the center is equipped with: 3 triangular portable red reflector warning devices; a removable first-aid kit; a fully charged and securely mounted fire extinguisher; all-weather radial or snow tires as needed.
		<input type="checkbox"/> 61. Maintain the interior and exterior of each vehicle in a clean and safe condition, with clear passage to operable doors.
		<input type="checkbox"/> 62. Ensure that the number of persons transported does not exceed the manufacturer's prescribed occupancy of the school bus or school vehicle, and/or the number of operable seat belts.
		<input type="checkbox"/> 63. Ensure that all children are transported in seats that meet federal motor vehicle safety standards.
10/6/2015	12/7/2015	<input checked="" type="checkbox"/> 64. Cease the transportation of children in vehicles which violate MVC and DCF regulations.

Hide Section

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
500	2/6/2013	Transfer	SUBMIT A CURRENT DOH SAFE BUILDING INTERIOR CERTIFICATE: BUILDING BUILT PRIOR TO 1978.	Delete
			NOTE: 4.28.2015 CORRECTIVE ACTION PLAN REQUESTED FOR OUTSTANDING VIOLATIONS  NOTE: 7.10.2015 CORRECTIVE PLAN OF ACTION REQUESTED FOR THE DOH CLEARANCE.	Delete
28	7/10/2015	10/6/2015	SUBMIT EDUCATION/EXPERIENCE DOCUMENTATION FOR THE: PROGRAM SUPERVISOR.	Delete
31	7/10/2015	10/6/2015	ENSURE NEW DIRECTOR/PROGRAM SUPERVISOR ATTENDS UNDERSTANDING LICENSING.	Delete
32	2/6/2013	12/7/2015	ENSURE 2 STAFF WITH CPR TRAINING ARE AT THE CENTER AT ALL TIMES; FIRST AID IS OK.	Delete
38	7/10/2015	12/7/2015	MAINTAIN ON FILE A CURRENT LIFE HAZARD USE CERTIFICATE.	Delete
42	7/10/2015	7/10/2015	ENSURE THAT ALL EGRESS PATHS ARE CLEAR AT ALL TIMES: REMOVE GARBAGE FROM SIDE EGRESS PATH. MAINTAIN A 3 FT. CLEAR EGRESS PATH AT ALL TIMES.	Delete
47	7/10/2015	10/6/2015	KEEP ALL SURFACES CLEAN AND IN GOOD REPAIR: REPAIR PADDED SEATING THAT ARE FRAYED: GYM	Delete
49	7/10/2015	12/7/2015	REPAIR/PAINT SPECIFIED SURFACES: SAND/REPAINT RUSTED AREAS OF THE FIRE STAIRS.	Delete
50	7/10/2015	10/6/2015	ENSURE INDOOR/OUTDOOR EQUIPMENT IS SAFE: 1. PROVIDE PROTECTIVE COVERS FOR THE LIGHTS IN THE 1ST FLOOR BATHROOM. 2. PROVIDE A SCREEN FOR THE WINDOW IN ROOM 1A. 3. REPAIR/REPLACE WINDOW GUARDS IN ROOM 1A. 4. PAD THE POLE IN ROOM 5A TO A HEIGHT OF 72 INCHES. 5. REPAIR/REPLACE MESH ON FIRE STAIR GUARDRAILS.	Delete
500	7/10/2015	Transfer	PROVIDE A 5FT BARRIER ON ALL EGRESS LANDINGS: 2ND FLOOR INTERIOR STAIRS AND THE FIRE STAIRS.	Delete
501	7/10/2015	Transfer	ENSURE ALL GUARDRAILS ARE A MINIMUM OF 42 INCHES.	Delete
			BUS NOT ON SITE FOR INSPECTION: CHECK TRANSPORTATION AT RE-INSPECTION.	Delete
10	7/10/2015	10/6/2015	ENSURE THE CHILDREN'S SAFETY: SECURE ALL DOORS LEADING TO THE COMMON AREA HALLWAYS; MUTI-USE BUILDING; TO RESTRICT ACCES OF THE APPROVED SPACES TO OTHER PROGRAMS IN THE BUILDING.	Delete